

Salesperson Content Outline

Hawaii Laws, Rules and Regulations

50 Approved Questions, 10 Pretest Questions
Effective: February 1, 2006

| Content Area | Number of Questions |
|--|----------------------------|
| I. Ascertaining and Disclosing Material Facts | 8 |
| A. Bureau of Conveyances/Land Court | |
| 1. Documents and indexes | |
| 2. Conveyance tax | |
| B. Tax Office | |
| 1. Field books: original and/or computerized | |
| 2. Tax maps | |
| 3. Real property taxes and assessments | |
| 4. State taxes | |
| C. Inspections | |
| D. Statutory disclosures | |
| 1. Seller Disclosure Act | |
| 2. Leasehold disclosures | |
| 3. Uniform Land Sales Practices Act | |
| E. Agency relationships | |
| F. Environmental conditions | |
| G. Hawaii land history and property rights | |
| II. Types of Ownership | 5 |
| A. Condominium Property Regimes | |
| B. Cooperatives | |
| C. Time sharing plans | |
| D. Land trust | |
| E. Planned Unit Development | |
| III. Property Management | 3 |
| A. Residential Landlord-Tenant Code | |
| B. Commercial real estate management | |
| IV. Land Utilization | 4 |
| A. Planning, land use, and zoning (county ordinance) | |
| 1. County building and planning | |
| B. Restrictive covenants | |
| C. State land use | |
| V. Title and Conveyances | 4 |
| A. Elective share (replaces dower and curtesy) | |
| B. Tenancy | |
| C. Liens | |
| D. Leaseholds | |
| E. Recording systems | |
| F. Boundary issues | |
| G. Foreclosure | |

| Content Area | Number of Questions |
|---|---------------------|
| V. Contracts and Addenda | 8 |
| A. Hawaii sales contracts | |
| B. Hawaii listing contracts | |
| C. Other Hawaii standard forms | |
| VI. Financing | 4 |
| A. Seller Financing | |
| B. Hawaii-specific institutional financing | |
| C. Usury laws | |
| VII. Escrow Process and Closing Statements | 5 |
| A. Stages of closing | |
| B. Closing Responsibilities | |
| C. Closing Statements | |
| VIII. Professional Practices and Conduct | 9 |
| A. Office management/supervision | |
| 1. Independent contractor vs. employee | |
| 2. Handling of funds | |
| B. Broker office | |
| C. Trust accounts | |
| D. Advertising | |
| E. Licensing laws and rules | |
| 1. Real estate brokers and salespersons | |
| 2. Professional and Vocational Licensing Act | |
| F. Grounds for disciplinary action | |
| 1. Illegal conduct | |
| a) discrimination in real property transactions | |
| 2. Unethical conduct | |
| a) Standards of Practice | |
| b) Standard of Care | |
| G. Risk Management | |
| TOTAL SCORED ITEMS: | 50 |